

DEPARTMENTS OF THE ARMY AND THE AIR FORCE
NATIONAL GUARD BUREAU
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NGB-ARH

26 JAN 2006

MEMORANDUM FOR See Distribution

SUBJECT: MOS Medical Retention Board (MMRB) Component Implementation Guidance
(NGB-ARH Policy Memo #06-008)

1. Reference.

- a. AR 600-60, Physical Performance Evaluation System, 25 Jun 02.
- b. AR 40-66, Medical Record Administration and Health Care Documentation, 20 Jul 04.
- c. MEDCOM CTG, Memorandum, FSHTX, 29 Nov 05.

2. Purpose. Provide the States and Territories and the District of Columbia administrative and operational guidance on the MMRB component of the ARNG Medical Non-Deployable Tracking Module (MND-TM) to account for Non-deployable ARNG Soldiers with a permanent PULHES profile of 3 or 4.

3. Intent. Ensure all required personnel have the opportunity to receive training and understand the requirements of the automated processing of Soldier's MMRB packets.

4. The MMRB Module is designed to standardize and track the electronic processing of records for all Soldiers who have been determined by the medical system to have a permanent profile in any of the PULHES categories of 3 or 4. It is an automated version of the required documentation outlined in AR 600-60 and provides the ability to schedule boards for Soldiers on-line, view and schedule multiple boards, complete and track all required documentation using an on-line checklist, and provide for standard data collection and trend analysis.

5. Guidance. The MND-TM will be the data base of record for all MMRB actions. No later than 1 Oct 06, all states will utilize the MND-TM, MMRB module, for the purpose of conducting all MMRBs. States will be responsible to ensure that the appropriate personnel receive the required access and training to adequately use the system. Utilization of the MMRB module will not require additional hardware or software support; it is fully maintained and functional within the Medical Operational Data System (MODS) currently in use.

6. Access to MND Module. All MMRB Personnel users request access by logging on to www.mods.army.mil, using their AKO login ID and password. Click on "arng/usar", hold and scroll down to "MND", and click on "Register for MND". Once you are registered on MND, the MODS Help-Desk will email the appropriate MMRB ARNG Personnel

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Approval Authority to grant access. NGB-ARH MMRB MND Module approval authority will grant MND Module approval authority to the State MILPO. Each MILPO will have the authority to grant access to all other users to include unit commanders, unit administration clerks, and designated state level personnel who conduct the MMRB. Once notified by email, that you that you have access, continue using your AKO log-on and password. Access will be granted based on completion of MND Module Training, taught at PEC, quarterly during the ARNG MODS Basic Course.

7. Roles and Responsibilities. Access within the system will be based on a hierarchy that is user defined. In accordance with AR 40-66 and HIPPA regulations, access to areas outside of the user's immediate level will not be granted.

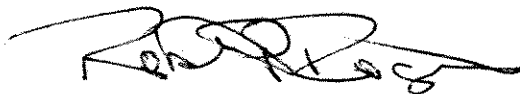
8. Training. The MND Module training will be conducted quarterly, as part of the ARNG MODS Basic Course at the ARNG Professional Education Center. States must send designated MMRB personnel to this 4 day MODS training course. Training is scheduled for **7- 9 Feb 06 at the Professional Education Center (PEC)**, see the PEC website for registration in the **"Medical Operational Data Management Workshop, 2/6 to 2/9"**. Beginning in MAY 2006, this course will be offered at PEC as an ATTRS Course. See ATTRS for the "ARNG MODS Basic Course".

9. Funding. The MMRB module will be the data base of record for all MMRB actions. Any money allocated by ARH for the purpose of conducting MMRBs will be distributed based on the data compiled within the MND-TM MMRB data repository. Furthermore, all statistics required by AR 600-60 and related to the MMRB process will be extrapolated from the MMRB module of the MND-TM. Other methods of statistical reporting will not be accepted by the ARH for the purpose of measuring compliance IAW AR 600-60.

10. Points of contact:

a. ASM Research for inquiries related to access and execution at (703) 681-4976, toll free at (888) 849-4341 or email: MODS-help@asmr.com.

b. MAJ Donna McDermott, NGB-ARH, for policy questions at 703-607-3302, DSN 327-3302 or email: Donna.McDermott@ngb.army.mil.



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